


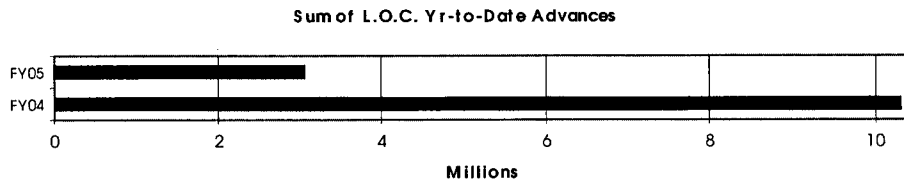
MEMO

DATE: January 11, 2005
TO: Administration Committee and Regional Council
FROM: Heather Copp, Chief Financial Officer
(213) 236-1804, copp@scag.ca.gov 
RE: Monthly Report for December 2004

Information Only

Background: This report contains information about SCAG's cash flow, budget and expenditure data as of December 31, 2004.

Cash Flow: SCAG's liability on the Letter of Credit (LOC) was zero for the entire second quarter. The Association has been able to achieve 132 debt free days in the first 184 days of the fiscal year. Year to date borrowings declined about 70% from \$10.3 million last year to \$3.0 million this year.



Budget and Expenses: The SCAG Agency-Wide and General Fund financial reports are attached. This financial data is directly exported from the SAP system. The Agencywide report is all inclusive of the OWP, General Fund, Indirect Cost and Fringe Benefits. We have categorized the accounts in the Agency-Wide report to give you a 'Big Picture'. These categories are summarized below and detailed on the following pages.

Percent of year: 50%

Category	Budget	YTD Expends	Balance	Percent Spent
Staff	9,492,661	4,279,900	5,215,761	45%
Consultant	11,872,209	812,171	11,060,038	7%
Sub Regions	1,376,692	44,630	1,332,062	3%
Direct Costs	4,272,302	1,663,272	2,609,032	39%
Fringe Benefits	3,324,808	1,642,792	1,682,016	49%
Other	3,258,955	485,963	2,772,992	15%
Total	33,597,627	8,925,728	24,671,901	27%

December Highlights

- The finance section completed and submitted SCAG's GFOA application for Certificate of Achievement consideration for the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2004.

**Budget v. Actual and Encumbrances
Through December - 50% of Year**

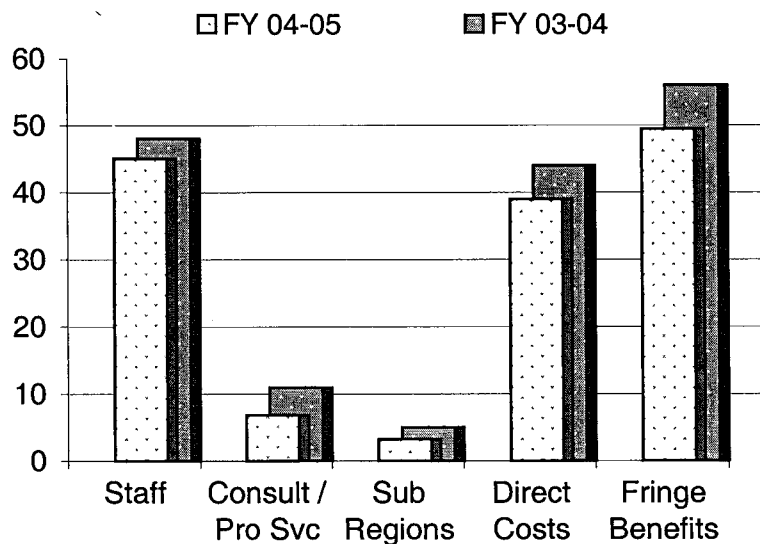
		Yr to Date Expenditures Thru Decober	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
	Budget							
Staff								
Salaries	9,389,661	4,177,226	5,212,435	44%	-	4,177,226	5,212,435	44%
Temporary Help	103,000	99,674	3,326	97%	59,810	159,484	(56,484)	155%
	9,492,661	4,276,900	5,215,761	45%	59,810	4,336,710	5,155,951	46%
Consultant / Professional Services								
SCAG Consultant	10,612,409	326,739	10,285,670	3%	7,332,142	7,658,882	2,953,527	72%
Legal Services	435,000	124,429	310,571	29%	277,486	401,915	33,085	92%
Professional Services	824,800	361,003	463,797	44%	551,037	912,040	(87,240)	111%
	11,872,209	812,171	11,060,038	7%	8,160,665	8,972,837	2,899,372	76%
Sub Regions								
Subregional Consultant	354,359	5,138	349,221	1%	349,221	354,359	0	100%
Subregional Staff Projects	1,022,333	39,492	982,841	4%	1,027,106	1,066,598	(44,265)	104%
	1,376,692	44,630	1,332,062	3%	1,376,327	1,420,957	(44,265)	103%
Direct Costs								
Internet Access Fees	3,000	599	2,401	20%	1,048	1,647	1,353	55%
Software Support	115,000	73,653	41,347	64%	14,180	87,833	27,167	76%
Hardware Support	35,000	12,944	22,056	37%	12,579	25,523	9,477	73%
Software Purchases	28,000	2,758	25,242	10%	20,196	22,953	5,047	82%
Office Rent - Main Office	1,400,000	556,688	843,312	40%	619,270	1,175,958	224,042	84%
Office Rent - Satellite Office	38,000	22,097	15,903	58%	12,964	35,061	2,939	92%
Equipment Leases	340,000	173,467	166,533	51%	169,709	343,176	(3,176)	101%
Equipment Repairs	25,000	6,739	18,261	27%	15,445	22,183	2,817	89%
Insurance	180,000	156,378	23,622	87%	-	156,378	23,622	87%
Payroll and Bank Process Fee	25,000	10,990	14,010	44%	-	10,990	14,010	44%
Office Supplies	100,000	46,022	53,978	46%	45,809	91,830	8,170	92%
Small Office Purchase	14,100	70,723	(56,623)	502%	7,251	77,975	(63,875)	553%
Telephone Charges	80,000	32,070	47,930	40%	1,690	33,761	46,239	42%
Postage and Delivery	80,000	32,030	47,970	40%	226	32,256	47,744	40%
SCAG Memberships	74,000	64,265	9,735	87%	244	64,509	9,491	87%
Professional Memberships	7,500	1,303	6,198	17%	308	1,611	5,890	21%
Resource Materials and Subs	22,000	16,551	5,449	75%	11,922	28,473	(6,473)	129%
Depreciation - Furniture	32,700	12,530	20,170	38%	-	12,530	20,170	38%
Depreciation - Computer	85,000	25,611	59,389	30%	-	25,611	59,389	30%
Capital Outlay	200,000	-	200,000	0%	9,799	9,799	190,201	5%
Recruitment Notices	20,000	12,714	7,287	64%	3,722	16,435	3,565	82%
Public Notices	25,000	2,969	22,031	12%	2,484	5,453	19,547	22%
Staff Training	50,000	17,694	32,306	35%	22,876	40,570	9,430	81%
RC & Committee Meetings	20,000	7,809	12,191	39%	8,768	16,578	3,422	83%
RC Retreat	15,000	-	15,000	0%	-	-	15,000	0%
RC General Assembly	15,000	-	15,000	0%	-	-	15,000	0%
Other Meeting Expense	47,500	24,770	22,730	52%	6,887	31,657	15,843	67%
Miscellaneous	385,575	38,456	347,119	10%	48,944	87,400	298,175	23%
RC Meeting Stipends	130,000	42,780	87,220	33%	-	42,780	87,220	33%
Letter of Credit Interest	250,000	9,788	240,212	4%	-	9,788	240,212	4%
Caltrans Rapid Pay Fees	2,000	525	1,475	26%	-	525	1,475	26%
Cash Contributions to Projects	6,500	75,104	(68,604)	1155%	-	75,104	(68,604)	1155%
Printing	161,727	11,983	149,744	7%	33,329	45,312	116,415	28%
Travel	199,900	50,233	149,667	25%	350	50,583	149,317	25%
Travel - Event Registration	18,800	20,991	(2,191)	112%	2,071	23,062	(4,262)	123%
AMPO Board Expense	1,000	-	1,000	0%	-	-	1,000	0%
RC Special Projects	40,000	30,038	9,962	75%	4,461	34,499	5,501	86%
	4,272,302	1,663,272	2,609,032	39%	1,076,532	2,739,803	1,532,500	64%

**Budget v. Actual and Encumbrances
Through December - 50% of Year**

	Budget	Yr to Date Expenditures Thru Decober	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Fringe Benefits								
Vacation Accrual Reconciliatio	-	(17,758)	17,758	0%	-	(17,758)	17,758	0%
Severance Pay	-	20,778	(20,778)	0%	-	20,778	(20,778)	0%
Sick Leave Payback	-	(4,580)	4,580	0%	-	(4,580)	4,580	0%
Severance and Awards	-	43,794	(43,794)	0%	-	43,794	(43,794)	0%
Retirement - PERS	1,376,879	657,526	719,353	48%	-	657,526	719,353	48%
Retirement - PARS	55,800	42,684	13,116	76%	-	42,684	13,116	76%
Health Insurance	773,000	344,215	428,785	45%	-	344,215	428,785	45%
Dental Insurance	78,895	44,357	34,538	56%	-	44,357	34,538	56%
Vision Insurance	30,000	12,944	17,056	43%	-	12,944	17,056	43%
Life Insurance	110,000	47,022	62,978	43%	-	47,022	62,978	43%
Medical & Dental Cash Rebate	316,000	119,546	196,454	38%	-	119,546	196,454	38%
Medicare Tax	135,137	54,307	80,830	40%	-	54,307	80,830	40%
Tuition Reimbursements	15,000	263	14,737	2%	-	263	14,737	2%
Bus Passes	15,000	5,266	9,734	35%	-	5,266	9,734	35%
Carpool Reimbursements	5,000	1,680	3,320	34%	-	1,680	3,320	34%
Bus Passes - Taxable	75,000	29,419	45,581	39%	-	29,419	45,581	39%
Workers Comp Insurance (1)	230,097	233,900	(3,803)	102%	-	233,900	(3,803)	102%
Unemployment Insurance	40,000	557	39,443	1%	-	557	39,443	1%
Deferred Comp Match	65,000	5,426	59,574	8%	-	5,426	59,574	8%
Benefit Administration Fees	4,000	1,446	2,554	36%	-	1,446	2,554	36%
	3,324,808	1,642,792	1,682,016	49%	-	1,642,792	1,682,016	49%
Other								
Soft Match Contributions	3,063,230	485,963	2,577,267	16%	2,583,002	3,068,965	(5,735)	100%
Reconcile to Burden	195,725	-	195,725	0%	-	-	195,725	0%
	3,258,955	485,963	2,772,992	15%	2,583,002	3,068,965	189,990	94%
Grand totals:	33,597,627	8,925,728	24,671,901	27%	13,256,336	22,182,064	11,415,564	66%

(1) Note: Workers Comp, in Fringe budget, paid in full, in July

% of Budget Spent @ 50% of year



**Budget v. Actual and Encumbrances
General Fund Only
Through December - 50% of Year**

	Budget	Yr to Date Expenditures Thru Dec.	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Staff								
Salaries	9,152	-	9,152	0%	-	-	9,152	0%
Fringe Burden	5,050	-	5,050	0%	-	-	5,050	0%
Indirect Burden	15,797	-	15,797	0%	-	-	15,797	0%
	29,999	-	29,999	0%	-	-	29,999	0%
Consultant / Professional Services								
Legal Services	200,000	16,529	183,471	8%	172,833	189,362	10,638	95%
Professional Services	280,000	133,506	146,494	48%	247,294	380,800	(100,800)	136%
	480,000	150,035	329,965	31%	420,127	570,162	(90,162)	119%
Direct Costs								
Office Supplies	0	746	(746)	0%	-	746	(746)	0%
SCAG Memberships	13,500	12,313	1,187	91%	-	12,313	1,187	91%
Capital Outlay	100,000	-	100,000	0%	-	-	100,000	0%
RC & Committee Meetings	20,000	7,809	12,191	39%	8,768	16,578	3,422	83%
RC Retreat	15,000	-	15,000	0%	-	-	15,000	0%
RC General Assembly	15,000	-	15,000	0%	-	-	15,000	0%
RC Meeting Stipends	130,000	42,780	87,220	33%	-	42,780	87,220	33%
Letter of Credit Interest	250,000	9,788	240,212	4%	-	9,788	240,212	4%
Caltrans Rapid Pay Fees	2,000	525	1,475	26%	-	525	1,475	26%
Cash Contributions to Projects	6,500	75,104	(68,604)	1155%	-	75,104	(68,604)	1155%
Travel	21,000	4,136	16,864	20%	-	4,136	16,864	20%
Travel - Event Registration	3,000	2,283	717	76%	-	2,283	717	76%
AMPO Board Expense	1,000	-	1,000	0%	-	-	1,000	0%
RC Special Projects	40,000	30,038	9,962	75%	4,461	34,499	5,501	86%
	617,000	185,522	431,478	30%	13,229	198,752	418,248	32%
Grand totals:	1,126,999	335,557	791,442	30%	433,356	768,914	358,085	68%